



City of Torrance

The Torrance Ethics and Integrity Committee is an advisory body to the City Council. Meetings will normally be held on the fourth Wednesday of the month at 6:30 p.m. in the West Annex Commission Meeting Room. There may be occasions; however, when the Committee adjourns to a special meeting that will deviate from the above notations concerning date and/or location.

The Committee welcomes public comment; however, the current ordinance establishing this Committee does not empower the Committee to investigate or act on public complaints. The staff liaison can provide a resource sheet with contact information for addressing specific concerns.

Direct any other questions or concerns to Laura Lohnes, Staff Liaison to the Torrance Ethics and Integrity Committee, at 310.618.2967. Agendas are posted on the City of Torrance Home Page www.torranceCA.gov

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, please call 310.618.2967. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28CFR 35.102-104 ADA Title II]

HOURS OF OPERATION

**Monday through Friday from
7:30 a.m. to 5:30 p.m.
Offices are closed alternate Fridays.**

Torrance Ethics and Integrity Committee

**WEST ANNEX COMMISSION MEETING ROOM
3031 TORRANCE BOULEVARD
TORRANCE, CALIFORNIA 90503**

**March 24, 2010
6:30 P.M.**

A G E N D A

CALL TO ORDER

ROLL CALL / MOTIONS FOR EXCUSED ABSENCE

FLAG SALUTE

ORAL COMMUNICATIONS #1 (Limited to a 30 minute period)

Comments on this portion of the agenda are limited to items not on the agenda and to no longer than three (3) minutes per speaker. Under the provisions of the Brown Act, the Committee is prohibited from taking action or engaging in discussion on any item not on the posted agenda.

1. Report of staff on posting of the agenda
2. Approval of Minutes: February 24, 2010
3. Len Wood Workshop (continued from February 24, 2010).
Completion of Work Program
Members will fine tune and adopt documents containing the top six work plan items as prioritized at the last workshop and develop strategy for obtaining approval of work plan items from City Council
4. Consider and discuss an implementation strategy to develop a first phase of work plan items
5. Discuss and recommend guidelines for use when considering appointment of City staff as commissioners in order to avoid the appearance of a conflict of interest.
6. Evaluate State regulations, City of Torrance policies and the policies of other local cities addressing the issue of Gifts and Gratuities and recommend for Council's Consideration a Policy that will cover all City of Torrance Commissioners.

ORAL COMMUNICATIONS #2

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ADJOURNMENT

ROLL CALL: Gallagher, Gotshall-Sayed, Matsuda, Montoya, Payne